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1 - 7 June 1986

D/CO

25X1

[Redacted]

OC-CS

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1. [Redacted] gave a presentation on "Contract Administration" [Redacted] for the premier running of a new Contract Process Course. This first offering was presented from 26 May-6 June and was primarily attended by new COTRs from the DS&T. The next presentations are scheduled for the end of June [Redacted]

[Redacted]

OC-MPS

25X1

[Redacted]

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S E C R E T

OC-MPS (Continued)

25X1

25X1

2. [ ] reported for duty with OC-MPS on 9 June.

OC-AMD

1. OC-AMD is continuing to place telephone calls to applicants who have not returned their Personal History Statement (PHS) packages within two weeks. Over 175 completed PHS packages were received from applicants during the reporting period. OC-AMD staff personnel have been providing support by taking the packages home at night for review.

25X1

2. The Recruitment Section was informed this week that [ ] will be returning from maternity leave on 10 June.

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3. [ ] OC annuitant recruiter, underwent a successful double bypass heart operation on 31 May. He is presently out of the hospital and will be reviewing PHS packages and resumés at home as part of his recuperation process.

4. Chief, Personnel Administration Branch met with OC secretaries to advise them of their new salary levels under the Secretarial Career System. Cables will be sent to all Area Headquarters this week to advise the OC field secretaries of their new levels. The effective date for the salary levels is 6 July 1986 and should be reflected in checks received 1 August 1986.

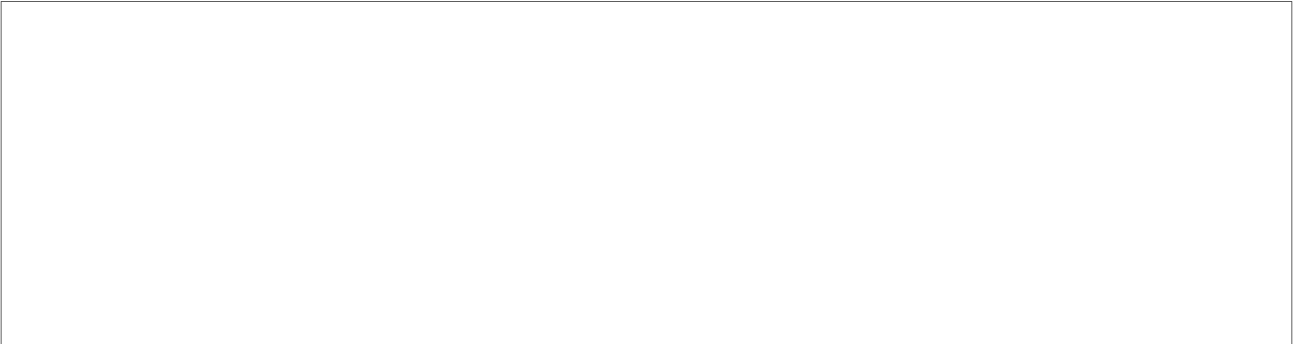
25X1

S E C R E T

S E C R E T

**OC-AMD (Continued)**

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7. OIT released a Second Phase Automated Relay System (SPARS) to the Communications School for training the SPARS technical class beginning on 9 June. Upon completion of the class, the terminal will be returned to OIT.

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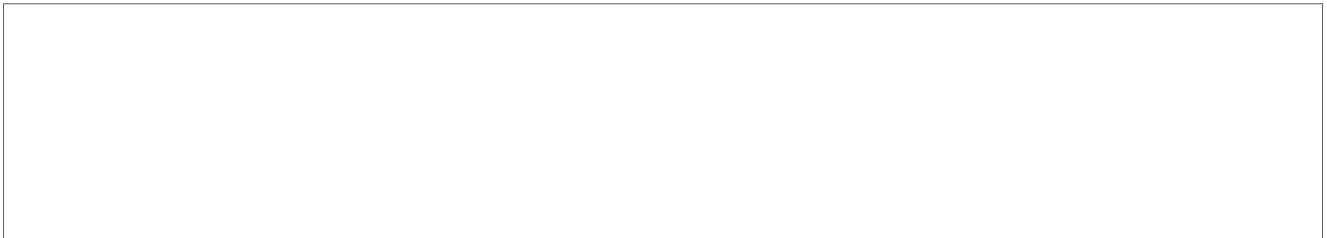


**OC-CSD**

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1. The Policy and Support Group has initiated action to acquire the services of [redacted] is being hired as an independent contractor to support shipping/receiving operations at the Central Office of Record and the Communications Security Equipment Manager, Program Management Branch.

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**OC-ED**

25X1



S E C R E T

S E C R E T

**OC-ED (Continued)**

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2. Three field Time Division Multiple Access (TDMA)  
Subsystems were accepted at [REDACTED]  
[REDACTED] This brings the  
number of field systems accepted to 25.

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**OC-FND**

1. Agency communications support was provided to the  
following dignitaries during the reporting period:

S E C R E T

S E C R E T

OC-FND (Continued)

25X1



7. Capitalization Program Status:	<u>PRS-6/7 Systems</u>	<u>TERP-IIA Stations</u>
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Operational	<div></div>
Installations in Progress	
Equipment on Site	
Equipment Being Shipped	

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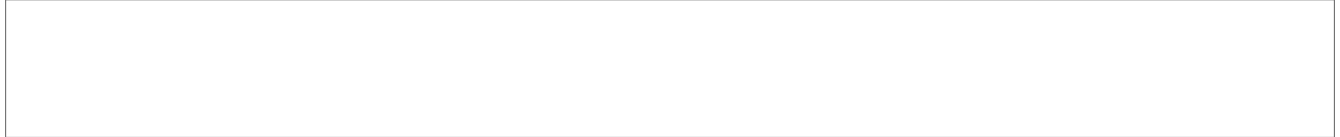


S E C R E T

**S E C R E T**

**OC-FND (Continued)**

25X1



8. Thirteen ICTs returned from Wang after modifications have been inspected with no problems found. The units did, however, sport stickers saying "Wang LABS Used Equipment Sold As Is." This is the Wang way of indicating the system has been retrofitted and that Wang is not responsible for the cosmetic state of the units.

25X1



**Executive Assistant, OC**

**S E C R E T**